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MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT : Organizational Change in T/O for  
Inspector General's Staff

1. Since the subject request involves two new supergrade positions and assignments, it is necessary to secure DCI approval separately for this portion of the request. Accordingly, a staff study, a copy of which is attached as Tab A, has been prepared and is being forwarded.

2. Based upon proposed assignments, the grades of the balance of the positions are approved as to classification, subject to a later detailed review.

/s/

Harrison G. Reynolds  
Assistant Director for Personnel

Enclosures

Staff Study (Tab A)  
T/O Request (Tab B)

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MEMORANDUM FOR: Director of Central Intelligence

SUBJECT : Supergrade Positions, Inspector General's Staff

1. PROBLEM:

- a. To obtain approval of a GS-17 and a GS-16 position requested by the Inspector General in connection with the reorganization of his staff.
- b. To increase the present Supergrade Ceiling assigned to the Office of the Director.
- c. To increase the Agency Supergrade Ceiling or re-distribute the remaining unobligated ceiling.

2. FACTS:

- a. Approval of the proposal would increase the present [ ] grade positions approved by the DCI by two for a new total of [ ]
- b. An additional twenty-nine positions were recommended for approval as Supergrades by the former Review Board but have not been approved by the DCI.
- c. The former Review Board, upon notification by the DCI that the ceiling of [ ] Supergrades plus the 5 Public Law positions was not to be exceeded, allocated supergrade ceilings to various Agency Components, including the Office of the Director.
- d. Since establishment of the Supergrade Ceiling, [ ] has been appointed to the Office of the Director as a GS-18.

25X9

25X1A

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Y e. The distribution of this ceiling and the present status of obligation of supergrades by component are as follows, including  in the DD/I:

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Number of Positions

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3. DISCUSSION:

- a. Due to the varied nature of the Inspector General's activities, it is not possible or desirable to make rigid assignments of duties and responsibilities to the proposed positions on either an organizational or type-of-case basis. However, it has been indicated by the Inspector General that the GS-17 position will function as Deputy and 'alter ego' with additional duties as Team Captain on inspection projects, while the GS-16 position will function as an additional Team Captain. The arrangement is similar to that prevailing in the Department of the Navy, whereby the Naval Inspector General has two immediate assistants of Rear Admiral rank; namely, one position is Deputy Naval Inspector General and Senior Member On-Site Survey Party Number 1, and the other position is Senior Member On-Site Survey Party Number 2.

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- b. By comparison with other similar positions in the Agency, in particular the Chief and Deputy Chief, Inspection and Review Staff, DD/P presently approved at GS-17 and GS-16 respectively, the proposed positions are justified from a classification standpoint.

25X1A

- c. The assignment of [ ] as a GS-16, to the proposed GS-17 position in the Inspector General's Staff as announced in CIA Notice [ ] increases the number of supergrade employees in the Office of the Director to seven or a total of two over the allocated ceiling.

25X1A

25X1A

25X1A

- d. In addition it will be necessary to reserve a space in the Office of the Director for the re-employment of [ ] by CIA at such time as required, since his last official assignment in CIA was in that Office.

- e. If the proposed GS-16 position in the Inspector General's Staff is to be obligated an additional ceiling space is necessary.

4. CONCLUSIONS:

Four additional supergrade ceiling spaces are necessary in the Office of the Director to complete the actions proposed above.

5. ACTION RECOMMENDED:

- a. That distribution of the unobligated supergrade spaces be made to provide for the actions proposed in the Office of the Director.
- b. That upon re-distribution four supergrade spaces be added to the Office of the Director.
- c. That if the above is not feasible, immediate steps be taken by the DD/A to secure appropriate Bureau of the Budget approval to increase by four the present Agency Supergrade Ceiling of [ ] [ ] Public Law positions.

25X9

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- d. That upon satisfactory solution of the ceiling allocation, the positions be approved as proposed.

/s/  
Harrison G. Reynolds  
Assistant Director for Personnel

ACTION BY APPROVING AUTHORITY:

APPROVED:

Date:

Director of Central Intelligence